

Town of Proctor
Town Office Study Committee
Minutes – Draft
September 13, 2016

Board Members Present: Joe Manning (also a committee member)
John Jozwiak

Committee Members Present: John Zawistoski Carol Protivansky
Shannon Maass Joe Manning
Ray Ault Gerry Carrington
Paula Kearney Dale Christie
Louise Atwood

Call to Order: 6 pm

Agenda for minutes of this meeting (Sept 13, 2016) Approved

Minutes for last meeting (August 2, 2016) Approved

Presentation of Pro's and Con's list:

Existing Town Hall:

Discussion took place as to need for an elevator. Decided that should be included as a Con for now. Wondering if required by law.

Selectboard needs to supply information about permitted parking at the current town hall. No one was sure if any were allocated strictly for Town Hall and strictly for Lab building next door. Might need to be surveyed.

Discussion took place as to actual real space needed to accommodate the town hall (existing or new). It was observed that the original 2005 study allowed less space than town employees currently felt they needed. Committee wonders how space needed can actually be determined and referred back to information received from Castleton and Mendon who have planned or built new halls. Both towns have considerably larger populations than Proctor so committee came up with a general figure for adequate size for sake of initial planning of 2,600 sq ft (+ or -). It was mentioned that the town listed designated areas for positions that no longer exist. Others might be able to share space since it would not be used on a full time basis. The committee felt they needed to decide on basic square footage as mentioned above so they could decide whether some of these sites would still be considered.

Some committee members were concerned about future needs and more space might be needed. Others felt the current size (2,600sq ft) would be fine if reconfigured efficiently.

Committee felt that the Selectboard needs to determine the cost for these sites for that is not a committee responsibility at this time.

Committee decided to keep the existing town hall on the list of possibilities remembering there still may be deed restrictions and could revert back to the Proctor Family if not used as intended

52 Main St:

Preservation trust building in front the Marble Company. May be a viable option for a number of reasons:

Voters may not want to spend money on renovations or new build. This space is move in ready (almost) with trust willing to adjust the space inside to meet town needs.

Rent terms may be very attractive for short term use, leading to possible future long term use due to the flexibility of the space.

Preservation very open to all sorts of possibilities.

Discussion took place as to types of leases available. Also suggested that this space remains an option for short term relocation of town employees should the existing town hall be chosen and renovations begin.

The train tracks and schedule remain a concern but no one felt this would be a huge issue.

North End of Main St Park:

John Z had the deed to that area. Property obtained from the Vermont Marble Co. Triangular lot and designated as use for the park and the pump stations to the rear. If purpose changes the property could revert back to the grantor, Vermont Marble Co. Currently that is OMYA and they probably would not be concerned if that condition is deleted from the deed but all would need to be verified.

This property could be considered for a new build if it was gifted to town by OMYA and if the property was deemed large enough for a town hall.

North East Corner of Main St. and North St:

Most felt there might be too many negatives for this space. Railroad tracks go through it and concerns discussed if restrictions might apply. Might also have access issues.

Parcel 60:

Lot south end of geology building continuing down North St to old basketball courts.

Some Railroad issues might still exist. Possible hazardous contamination. Registered with the state so these would have to be addressed if decided on. State would most likely pay for most of the cleanup if cleanup needed. It was mentioned that if a new town hall was built on a slab that most contamination could remain. Contamination may not exist on south end which is where we might consider if perhaps gifted to town.

39 Main St Lab Building:

Not many positive thoughts and perhaps should not even be considered. Even if this property was gifted back to the town it might be a liability. It would be removed from the tax roll (as opposed to it being sold to someone else). Extensive renovations needed. Town would become a landlord. Renters may be hard to find. May have asbestos issues.

We never got to 5 & 6 which was discussing input from the Proctor Selectboard as stated in the minutes of August 2, 2016 meeting.

Also other deed information from John Z.

The meeting went over allotted time so it was decided to discuss how to present this information to the Selectboard at the next meeting. Committee will also discuss how finalize information discussed tonight to share with Selectboard and what form that presentation should take.

Finalize sites for a town hall to present to Selectboard.

Next meeting will be Oct. 3, 2016 at 6 pm at the Proctor Elementary School

Meeting was adjourned at 7:45 pm